

JudoScotland

Board Minutes: 25 March 2014

Ref. 2014/3



JudoScotland

Notes of the Meeting of the JudoScotland Board held at the offices of JudoScotland, South Platt Hill, Ratho, Newbridge, Edinburgh, on 25 March 2014.

Present: Ronnie Saez (Chair); Graham Campbell (GC); James McBeath (JMB); Marc Preston (MP); Robert Sneddon (RS).

Apologies: Sarah Clark (SC); Peter Gardiner (PG); Chris Robison (sportscotland)

In Attendance: Douglas Bryce (CEO); Tony Penfold (TP)

Welcome & Apologies

- The Chair welcomed everyone to the meeting and noted apologies received from Sarah Clark and Peter Gardiner. The Chair also welcomed Tony Penfold, the Education and Development Manager (EDM) to the meeting was looking forward to the EDM's presentation later in the meeting.

Minutes of Previous Meeting

- These were approved.

Matters Arising

Rolling Actions Sheet

- The Board referred to an updated rolling actions sheet (version 25 March 2014) that had been tabled.

Scottish Open: Historical Information

- Some discussion ensued around the data requested, supplied and the potentially various methods of interpreting this.
- The Chair offered the view that as the event was a BJA ranking event, the reality was that there was very little that JS could do with the event unilaterally. As a BJA ranking event, a significant increase in the numbers of foreign entrants would have a potentially detrimental effect on the BJA ranking system.

Events: Grand Prix Proposals (Paper: 2014/1/4)

- This would be discussed at the May Board meeting.

Correspondence (2013/7)

- CEO asked to respond to Mr Long's letter.

AOCB: Historical Archiving (2013/7)

- The Board had now received an outline proposal from R. Kenney. GC was not entirely sure as to the overall objective of the proposal and felt that the Board required greater detail on the project – particularly the proposed finances.

Correspondence

Mr Callum Woods, Destination Judo

- The Chair referred to the letter received from Mr Woods and considered at the last meeting. Some wide ranging discussion followed with regards to the current 'A' Club and 'B' Club membership scenario, the financial scenario proposed by Mr Woods and also the levels of service offered by JS.
- MP noted that if viewed purely from a financial perspective, it did seem somewhat unfair to the individual Club. MP also recognised the difference in service provided – depending on the scenario – and did feel

that the current system provided a better overall service to the individual Club. MP believed that the current 'A' Club / 'B' Club scenario should be retained and the current system kept.

New Club Application: Cumbernauld Judo Club

- 11 The application from Cumbernauld Judo Club was approved.

Corporate Governance

CEO Update (Paper: 2014/3/1)

- 12 The CEO referred to the previously circulated CEO Update. In particular, the CEO wished to place on record his thanks to Siobhan Greer, Senior Administrative Executive (SAE), who was about to depart on maternity leave. MP supported this and asked the CEO to write to SG on behalf of the Board.
- 13 The CEO further highlighted the actions agreed at the recent Corporate Governance Working Group (CGWG) around aged debtors and in particular, performance-related aged debtors.
- 14 The CEO also reflected on the weekend of 22/23 March, where JS had been involved in 6 activities across 3 countries and 2 continents. This had included: the Highland Budokan Grand Prix; a UKCC Level 2; 2 events in Sainsbury's stores; the Northern Ireland Open Tournament and; the Argentinian Pan-Am Tournament.

Draft Annual Accounts

- 15 The Treasurer presented the draft accounts for 2013 and outlined the situation with regards to accruals and prepayments agreed with the auditor. MP asked with regards to the tangible assets. The Treasurer responded that these had reduced due to depreciation. The Board approved the accounts.

Anti-Corruption

- 16 The CEO talked to distributed packs on this topic. It was proposed that the Board defer work in this area to the Corporate Governance Working Group (CGWG), who would provide formal recommendations to the Board.

Corporate Risk Register

- 17 The Treasurer introduced the draft Risk Register that had been prepared by the CEO and circulated to the Board in advance of the meeting. The Treasurer acknowledged the significant work to get the document to the stage it was at the present time and challenged the Board to consider what would be "reasonable risks" for JS.
- 18 The Treasurer requested that the Board consider the document and feedback prior to a finalised document being prepared for approval at the May 2014 Board meeting. Once approved, the Risk Register would be reviewed by the Board on an annual basis, in line with the Financial Procedures Manual.

Working Group Updates: Corporate Governance Working Group

- 19 Notes from the previous meeting were circulated with Board meeting pack.

Education and Development

- 20 The Education and Development Manager (EDM) gave a verbal update with regards to the current and future work of the Education and Development team. The EDM prefaced his presentation by outlining that he had taken the standpoint of looking to provide the Board with a '30 second' update on topical areas, including:

UKCC Level 1

- 21 JS was beginning to reap the benefits of 4 to 5 years of consistent delivery in coach education, both from a candidate perspective and also a tutor perspective.

Coach Development

- 22 JS was now looking at bringing the BJA 'Coaching Card' for coaches 'in-house' into JS. This should be better for both JS and also BJA qualified coaches domiciled in Scotland.
- 23 JS had also introduced more 'bite-sized' continuing professional development (CPD) for coaches, often running these around 'The Gathering' sessions spaced throughout the year. One example of this had been the 'Engineering for Judo' session delivered by Allan MacDonald.

Coaching Talent/Coaching Connect

- 24 This was now following a more targeted CPD approach, utilising a 3-tier programme. There had been some initial challenges in setting this up/delivering this – but JS had managed to overcome this.

Technical Officials

25 The first mentoring session had recently been staged at Inverclyde, in association with the BJA's Keith Merrick and Terri-Ann Elliott. This had been focussed on recognising and supporting some senior volunteers within the organisation and offering some CPD opportunities. Initial feedback from this had been very positive.

The Gathering

26 The draft programme for the 2014 event had the broad thrust of '*Celebration of the Commonwealth Games*' and would involve athletes that had competed at the Games. It was also the intention of staging an awards dinner at this year's event.

27 JMB noted that the current date clashed with the Heart of England event and also the school Games weekend.

Development

28 The EDM reflected that the JudoMark pilot had received very positive feedback to date. Six pilot Clubs had been identified and the EDM reflected that the driver for the initial positive feedback may well have come from/through both Local Authorities and Leisure Sports Trusts (or similar).

Better Movers and Thinkers

29 The EDM reflected on his recent attendance and presentation at the World Long Term Athlete Development conference and some of the challenges facing all sports – including judo. The challenges of why people do sport, why are children just dropped-off at Clubs and the (inter)national issue of a lack of exercise had prompted the question to be asked whereby "*Do people have the physical literacy to do judo?*"

30 This had led the EDM to link with current work being undertaken by both academia and also the Scottish Government into the area of physical literacy, where there was also a strong link with the original teachings and learnings of Dr. Jigaro Kano. The EDM would be able to update the Board further following his attendance at a national event to look at this area across sport.

Disability Judo

31 JS continues to foster very strong links with Scottish Disability Sport (SDS) around this area, including the presentation by JS on its approach to working with those with a disability and its current work in developing a visually-impaired Judo pathway.

Tri-Judo

32 Originally piloted last year, the Tri-Judo concept encompasses a non-linear approach to delivering judo. This also links strongly to the 'Better Movers and thinkers' work currently being developed. On reflection some of the challenges around this project stem from the fact that some members view Tri-Judo as a 'superstar' delivery platform, which is not what it actually is. The EDM was reasonably confident that a small amount of additional investment would be forthcoming from sportscotland to help develop this project further.

2014 'Bounce'

33 The EDM was confident that with the potential for performance success at the Glasgow 2014 Games, there was also the potential for a 'bounce' post the Games. The question was whether individual Clubs and club coaches were able to cope with the potential demand and to deliver an appropriate session.

34 The EDM had previously alluded to the work being done around Club development and accreditation – much of this being implemented by the Regional Development Officer's (RDO). The EDM also referred to the "*Demonstrating Judo*" Workshop that was being rolled out by the Development team.

35 RS asked whether JS was able to capture what individual Clubs were doing around Glasgow 2014 within their Local Authority (LA) structures? The EDM outlined that qualitative and quantitative measurements and information were primarily coming from the RDO's, who were the closest to both the Clubs and the LA's. Many events were already using a model of a number of member Clubs coming together – and possibly not even having a member of JS staff present.

36 MP asked regarding the Kai Club. The EDM responded that JS was still awaiting feedback to a consultation exercise from coaches and now individual members. The feedback that has been received to date – primarily from coaches – has been very positive.

The EDM left the meeting.

Strategic Planning (2015+)

- 37 The CEO outlined the current email-based consultation process, which would close on 31 March. Following this feedback, it was proposed to look toward a focus group or roadshow-type concept for further consultation, prior to a final consultation on 21 June at the annual general meeting (AGM).
- 38 The CEO noted that at the time of the Board meeting only 2 responses had been received. The CEO then invited the Board to engage in some open discussion around the drafting of the future strategic plan and highlighted a number of areas that the Board may wish to consider, including: length of the plan; possible alternative corporate structures and the future home of JudoScotland.

Glasgow 2014

Ticketing Information

- 39 The CEO distributed ticketing request forms to the Board for the Glasgow 2014 Judo Tournament and asked the Board to note the response date.

President, International Judo Federation Visit to Glasgow 2014

- 40 The Chair updated the board that Mr Marius Vizer, President, International Judo Federation (IJF), would be attending the Glasgow 2014 Commonwealth Games. The Chair believed that this was part of the IJF's move to have judo accepted as a 'core-sport' in the Commonwealth Games programme. The Chair believed that it would be beneficial to stage an event during Mr Vizer's visit. The Board agreed to this in principle.

British Judo Association

- 41 The Chair reported that the next meeting of the BJA Board was scheduled for 15 April.

Commonwealth Judo Association

- 42 The Chair reported on a meeting that had been held between JS and the CJA. The outcome of this meeting was that the originally proposed 'Legacy' tournament in 2015 would not now happen.
- 43 Recent communication from CJA had sought potential bidders for a 2016 event and the Chair was keen to receive thoughts from the Board around a potential bid for this event. The revised event bid would also include Seniors – which was not feasible in 2014, due to the commonwealth Games. JMB queried the amount of hosting fee (£3k); however MP believed that this represented good value for money. The Board believed that JS could stage a very good event in 2016.

The meeting closed at 2200 hours.